



PENRYN FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS

MEETING MINUTES

Chair Hotaling, Vice-Chair Hardesty, Secretary Shields, Directors Heimlich and Verdugo

MINUTES OF THE REGULAR MEETING September 15, 2025

1. **Call the meeting to order and Roll Call:** Chair Hotaling called the meeting to order at 6:30 pm.
Directors in attendance: Danielle Hardesty, Diego Heimlich, Cheryl Hotaling, Larry Shields, and Robert Verdugo
Directors absent: N/A
Staff in attendance: Fire Chief Gow, Fire Marshal D'Ambrogi, District Manager Armstrong, and Battalion Chief Slusher.
Chair Hotaling asked for everyone to take a moment of silence to recognize Iryna Zarutska, Charlie Kirk and the 9/11 anniversary.
2. **Pledge of Allegiance:** Chair Hotaling led the Pledge of Allegiance.
3. **Approval of Agenda:** Director Heimlich moved to approve the agenda. Director Verdugo seconded the motion that passed unanimously.
4. **Approval of Minutes:** Vice-Chair Hardesty moved to approve the minutes from the August 18, 2025 meeting. Director Heimlich seconded the motion which passed unanimously.
5. **Financial Report & Bill Approval:** Vice Chair Hardesty moved to approve the financial report and expenses. Director Heimlich seconded the motion that passed unanimously.
6. **Correspondence:** N/A
7. **Public Comment:** N/A
8. **Informational/Non-Action Items:**
 - A. **Sierra Nevada Firefighters, Local 3800 (Local 3800):** N/A
 - B. **Fire Chief Gow's Report:**
 1. Crews have stepped up to support our recent strike team deployment.
 2. Directors group recently met, reported on later in the agenda.
 3. Received 1 bid on the breathing apparatus, extended the bid period and hope to have a final bid to report on at the next board meeting.
 4. Command staff continue to discuss future cooperation with the City of Auburn command staff.
 - Fire Marshal D'Ambrogi's Report:**
 1. 3 single family dwelling plans, 1 single family dwelling hydro/rough, 1 propane.
 2. No planning projects
 3. Working with Office of Emergency Services on the Community Wildfire Protection Plan, participating with all 3 agencies.
 4. Participating in the Evacuation Resiliency Planning, with the Office of Emergency Services.
 - Battalion Chief Slusher report:**
 1. Year to date, up about 10% on our call volume
 2. Deployed on a preposition on August 23 and then deployed on a strike team on August 26. Did a crew swap on September 10th and anticipate the team returning soon.
 3. Attended the community meeting at the Buddhist Church with the Fire Chief, a few board members and staff. The public appreciated our attendance.
 4. Have a reserve of \$12,500 for the SCBA on the extended auction.

C. Director Committee Reports

1. Personnel Committee: N/A

2. Administrative Contract & Finance Oversight Committee: Vice-Chair Hardesty reported that we had a meeting about the final budget.

3. Ad hoc committee for future cooperation with other fire departments. Director Shields reported that we have a meeting scheduled with a couple of board members from South Placer Fire Protection District to discuss the Sphere of Influence. Vice-Chair Hardesty reported that they had a director's group meeting since the LAFCo meeting and that the South Placer board member's shared their personal apologies. Chair Hotaling reported that she attended a recent LAFCo meeting where they were talking about policies and procedures. She made a public comment on their manual related to their section on how they prepare the Sphere of Influence and suggested that they follow the same process as how they handle the MSR.

D. Update on Hope Way Project: Fire Marshal D'Ambrogi reported that he has no updates at this time. Chair Hotaling thanked everyone for attending the community meeting.

E. Update from LAFCO Meeting:

Chief Gow reported that at a previous meeting there was two major agenda items; Sphere of Influence and a financial study. For the Sphere of Influence Placer Hills was given a sphere that includes their current boundaries, Newcastle was given a zero sphere and South Placer and Penryn were not given a sphere. They denied the request for the financial study. Also, at that meeting the Executive Officer provided her resignation letter. Shortly after the meeting received an email from the Executive Officer that questioned the information that was being shared that Penryn could lose \$160,000 if the proposed sphere of influence went through. She indicated that the Loomis tax rate areas did not bring in that much revenue. Confirmed the information that she provided but also shared that total amount includes the voter approved assessments. Recently had a conversation with the LAFCo chair that they can't move forward with any action without an Executive Director. At the last LAFCo meeting shared the importance of needing someone in place so we can move forward with the Newcastle/Placer Hills reorganization. Since the meeting learned that they intend to put an interim director in place and they accomplished that today.

F. Status on Placer County Local Hazard Mitigation Plan update for 2026

Fire Marshal D'Ambrogi reminded everyone about the public survey is still open, the link can be found on our website. Currently working on capability assessments for each district.

G. Review and discuss the Draft Injury Illness Prevention Program (IIPP)

Vice-Chair Hardesty reported that they are still waiting for staff feedback.

H. Review and discuss the Draft Employee Physical Exam Position Paper

Chief Gow reported that they have received documents from an additional vendor and hope to present updated information at next month's meeting. The report will be updated and will schedule a meeting with the committees and staff.

I. Review and discuss the CalPERS Actuarial Report as of June 30, 2024

Vice-Chair Hardesty reported that we should receive this report annually, on how well our plan performed. This year we have no unfunded liability. The report is showing that the projected rate has decreased, compared to the previous report.

9. Action Items:

A. Adoption of the 2025 California Fire Code with amendments, introduce Ordinance Number 2025-01 and conduct a Public Hearing for a first reading, by title only.

Fire Marshal D'Ambrogi reported there is no notable changes from the previous code. This meeting was publicly noticed due to the required ordinance. The process is to open a public hearing tonight and then have a second reading, for approval, at next month's board meeting.

Public Hearing Opened at 6:58pm

Public Hearing Closed at 6:59pm

B. Consider and approve the Appropriations (GANN) Limit for Fiscal Year 2025/2026 prepared by the Placer County Auditor Controller

Chair Hotaling reported that this is an annual process for approving how much appropriations we can spend.

Motion made by Vice-Chair Hardesty to approved the Appropriation GANN Limit for Fiscal Year 2025/2026. Director Verdugo seconded the motion, the motion passed unanimously.

C. Consider and adopt Resolution 2025-11 approving the final budget for Fiscal Year 2025/2026

Vice-Chair Hardesty reported that at our meeting the staff presented reports on items they wished to add to the budget, which was reviewed in detail at the meeting. The reports on the remaining items are being included for further review by the entire board.

Motion made by Chair Hotaling to approve Resolution 2025-11 Final Budget for Fiscal Year 2025/2026 and add the PPE and training funding requests. Director Verdugo seconded the motion, the motion passed unanimously.

The meeting was adjourned at 7:05pm.

Next Board Meeting: Monday, October 20, 2025 6:30 PM - 8:00 PM (PST)

Respectfully submitted,



District Manager